

**MINUTES
CITY OF DOVER
COUNCIL MEETING
THURSDAY October 11, 2012 @ 7:00 p.m.
DOVER CITY HALL
699 LAKESHORE AVENUE, DOVER, IDAHO**

CALL TO ORDER

Mayor Curless called the October 11, 2012 City Council Meeting to order at 7:05 p.m.

Present at this meeting:

Council Members: Marguerite Burge, Dave Darling, Annie Shaha and Denise Travis.

Staff: Bryan Quayle (City Planner); Rob Tate (City Engineer); Kym Holbert (City Clerk) and Dagmar

Breymann, City Accountant.

Public Present: See Sign-in Sheet.

Pledge of Allegiance

Public Comment: Mayor Curless announced that the public comment time has been increased to 3 minutes per person. Additional comments on an already presented topic must be limited to new or additional information. There will be an overall time limit of 15 minutes for public comment unless action is taken by the Council to extend the time frame.

A motion was made by Councilwoman Travis to amend the Agenda to add West Side Emergency Access to Unfinished Business, Councilwoman Burge seconded, all in favor, motion carried.

A motion was made by Councilwoman Shaha (read by Councilman Darling per request by Councilwoman Shaha) to remove V.3) Ordinance 123 – Special Events and V.4) Ordinance 124 – Firearms from the Agenda, Councilwoman Travis seconded, all in favor, motion carried.

A motion was made Councilwoman Burge to approve the Agenda as amended, Councilman Darling seconded, all in favor, motion carried.

Sharon Strand read letter re: Liquor Store in Dover (letter in record).

Lynn Bromstedt shared with Council that she is still overpaying for her water at one of the Marina Town Condos, posting for the record a picture of the single meter at both Bldg 8 and Bldg 9.

Brenton Ellis read comment letter re: Ord. 124 – Firearms (letter in record).

Bill Strand compared City of Dover Meeting style with those of other cities. He also shared his thoughts that the Mayor should have regular hours at City Hall to be available for the public to meet with him, minutes should be corrected and/or amended prior to the meeting, and staff reports should be submitted prior to the meeting and attached to the minutes.

Neil Hewitt, Board Chairman, WFD, requested that WFD be included in future agendas under Reports.

Announcement was made by George Eskridge regarding the Celebration of the new Dover Bridge to be held on October 26, 2012 from 11:00 am to 1:00 pm. Invitations are being sent out from BCATT, City of Dover and himself. Governor Otter will be attending as well as Board members from ITD.

Maggie Becker asked Council and the public for volunteers to supply cookies and treats for the reception to follow at City Hall.

CONSENT AGENDA

A motion was made by Councilwoman Burge to approve the Consent Agenda, discussion was held, Councilwoman Shaha pointed out that there were errors in the Engineering report of September 13, 2012 Minutes. City Engineer was asked if he reviews the minutes prior to distribution. He stated for the record that this was a reasonable summation to what he reported last month, with a correction of 400 gal/min. Councilwoman Travis stated that Rochelle Cobb's first name was spelled wrong and that in the Staff listing for Susan Weeks, it should say "Project Attorney" and not "City Attorney". Councilwoman Shaha seconded, all in favor, motion carried.

A motion was made by Councilwoman Travis to have the City Clerk take accurate, unbiased minutes of all speakers, discussions, motions, and actions at all city meetings together with attachments of speaker's written letters to the minutes of that meeting, Councilwoman Shaha seconded,

Discussion was held regarding ICRMP recommendations in minutes. Councilwoman Burge suggested that ICRMP Representative, Jim McNall meet with the Council to discuss adequate meeting minutes from the view of our Risk Management Service. Councilwoman Travis stated that she had spoken with Mr. McNall at ICRMP about this subject. Councilwoman Burge reiterated that she felt ICRMP representatives need to come to a council meeting so all members will be learning the same information at the same time. Councilman Darling stated that he does not see anywhere that the minutes are bias.

Mayor called for vote. 2 ayes and 2 nays. Mayor broke the tie with nay vote, motion failed 3-2.

Councilwoman Burge requested that a training session be scheduled with ICRMP and/or AIC (Assoc. of Idaho Cities).

Clerk directed to set up training meeting with ICRMP and/or AIC representative and the Council. Clerk will work with Mayor Curless on the scheduling.

MONTHLY REPORTS

IHD: Clerk was directed to request written report from IHD each month.

TREASURER: Mayor Curless introduced Dagmar Breymann as the City's new accountant. Dagmar shared with Council that she has only been on board for approximately 10 days, and that reports would not be available this month due to training schedule and problems getting the new bank scanner to work properly, but will be ready for next month's meeting. Councilwoman Shaha wanted to know if Dagmar is bonded or insured. Mayor Curless stated that as an employee of the City she is covered by ICRMP for liability.

ENGINEER: PowerPoint presentation was given regarding an alternative water rate billing using a base rate plus usage. Engineer shared how it would work, how it is calculated, billing software is compatible. Brief question and answer session with public and Council re: new rates, auto-read meters and compatibility with existing meters. Engineer shared with Council that it would cost approximately \$15,000 to implement all meters with the auto-read "head" and that the "heads" have a limited battery life. The system would be eligible for future DURA reimbursement.

Engineer shared with Council before they approve the new rate schedule there will need to be updates of data used, final numbers, an evaluation of the impact on cash flow, and Public Hearing before a Resolution changing the rates could be adopted.

A motion was made by Councilwoman Travis to have a public workshop hearing on these proposed City of Dover water rates, presented tonight, to discuss and explain this proposed change in the City of Dover water rate billing system to be fair and equitable to everyone, both residential and commercial water users in Dover. This workshop is to be next Thursday, Oct. 18, 2012, at 6:00 pm at Dover City Hall and is for everyone to talk about the fairness

Staff interrupted, stating October 18, 2012 would not be a realistic date due to the required publications for a Public Hearing.

Councilwoman Travis withdrew the motion.

Discussion was held regarding time and date for Public Hearing, publication dates and actual process for a Public Hearing.

A motion was made by Councilwoman Travis to have a Public Hearing for a new proposed water rate schedule on November 29, 2012 at 6:00 pm at City Hall, Councilman Darling seconded, all in favor, motion carried.

Engineer to write up proposal, Clerk to publish Public Hearing date.

PLANNER: Still working on existing CO's and will be working with a Bonner County Deputy Assessor. Assessor's office is requesting zoning information regarding the commercial uses within Blk 11 of Dover Bay. The Planner is following up.

There were 2 manufactured home permits issued. Several DB permits have been issued with more to come in the next couple weeks.

2 drainage/stormwater inquiries are being worked. Resident at 3rd and Roosevelt worried about new drainage problems with new highway, culvert removed from 3rd Street and existing culvert blocked.

Planner to check on trouble areas in new highway and wetlands areas regarding drainage.

105 4th Street – fuel tank project is moving forward. State will want to deed the r-o-w to the City soon, so the City needs to know when remediation is complete.

P&Z Commission working on signage regulations w/in the zoning ordinance and continue work updating the Comp. Plan.

Watching storm water and working with builders.

Buoys project is still moving forward. No response from Dept of Lands as to Buoy Standards.

Will be attending a Parks and Rec. workshop this month re: possible grants.

STREETS: Old Highway 2 will revert back to the original platted name, Roosevelt Avenue, when the highway project has been completed and that portion of the roadway is deeded to the City. New Stop sign was ordered for Jackson and 4th Street intersection.

Car counters have been ordered for Pine Street, for future traffic reports and comparison regarding traffic flow levels during the highway construction.

Mayor will check with IHD on routine mowing schedules for the mowing of weeds on the r-o-w in Dover, specifically Railroad Avenue at Mill Road.

Gravel will be added to Pine Street possibly this season.

MEETINGS:

DURA, Councilwoman Shaha asked for any items for Joint Meeting Agenda. None were given. Councilwoman Shaha requested further information on the Czap/Thorne water pipeline project across the highway and possible DURA reimbursement in the future. Mayor directed Councilwoman Shaha to contact City Engineer re: her questions.

Water Protection Campaign: Councilwoman Burge shared that Molly McCahon, Lake "A" Syst, would be available to present to Council, the outreach education project regarding keeping our water clean, at the November Regular Council Meeting.

Clerk directed to add this subject to the Agenda for November.

Fiber optic Meetings: Mayor Curless reported to Council that he had received an e-mail informing him that the fiber optic project is moving forward without Kootenai, Bonners Ferry and Dover. It was noted that at least 800 users would be needed to justify installation.

UNFINISHED BUSINESS

Minutes of August 9, 2012. Councilwoman Travis wanted to change the wording at the end of the meeting regarding the public restrooms and the Mayor meeting with Dover Bay and ICRMP. Councilman Darling stated "we have spent enough time on the public restroom issues."

Councilwoman Shaha submitted her written comments to add to the Minutes.

A motion was made by Councilwoman Burge to approve the August 9, 2012 Minutes as amended with attachments, Councilwoman Travis seconded, all in favor, motion carried.

Logo Contest Award. Councilwoman Travis displayed the 4 entries submitted for the Logo Contest and stated that the Council donated to the prize money of \$100. Councilwoman Travis noted that 1 of the entries was from a full-time employee of Dover and that original rules stated entry must be by a resident/homeowner. Council agreed that the full-time employee could be included. Councilwoman Travis also wanted to donate \$10 as a consolation prize for all entries.

After a review of the artwork and a vote by Council, Jeff Bickish, Postmaster, was chosen as the winner of the \$100. Rosalyn Kummer, Mary Belle Kovalchuk and Ian Cobb will all be awarded \$10 for their entries.

Westside Emergency Access: Councilwoman Travis prepared a letter of support for Westside Fire District to Susan Kiebert, Idaho Transportation Team, regarding an emergency west side access.

Clerk was directed to correct typographical errors noted and deliver to appropriate agencies.

A motion was made by Councilman Darling to postpone V. 5. – Examination of Employee Records/Files, until such time as the City has a City Attorney, Councilwoman Burge seconded, all in favor, motion carried.

ADJOURNMENT

A motion was made by Councilwoman Burge to adjourn the Council Meeting, Councilman Darling seconded, all in favor, motion carried.

Mayor Curless adjourned the October Regular Council Meeting at 10:26 p.m.
Kym Holbert, City Clerk

October 11, 2012

WITHDRAWN MOTION

DRAFT MOTION

I move to have a public workshop ^{hearing} on these proposed City of Dover water rates, presented tonight, to discuss and explain this proposed change in the City of Dover water rate billing system to be fair and equitable to everyone, both residential and commercial water users in Dover.

This workshop is to be next Thursday, Oct. 18, 2012, at 6:00 pm at Dover City Hall and is for everyone to talk about the fairness of the proposed new rate system and to ask the City Engineer, Rob Tate, how much their specific water rate would be under these proposed rates.

The Dover City Council is to take this City Water Rate Workshop ^{hearing} information and to make Water Rates an Agenda Item on the November, 2012, Dover City Council Meeting, for the City Council to make a decision on the water rates for the City of Dover.

CITY OF DOVER

MEETING DATE: 10.11.12SIGN-IN SHEETPlease Print
NAMEADDRESS

George Eskridge	P.O. Box 112	DOVER
BRENTON ELLIS	104 4th St.	DOVER
Sharon Strand	300 Bergtham	Dover
Bill Strand	300 Bergtham	Dover
Neal Strand	Westside Fine	Box 530
Melody Mitchell	PO Box 155	
Diane Brockway	PO Box 471	
Roscheen Cobb	410 LUNDBLAD PL.	DOVER BAY
Alex Witt	421 Becker	Dover
Marggie Becker	Bldg E	DOVER